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3 December 1954

MEMORANDUM FOR: ✓ General Counsel
Director of Security
Auditor-in-Chief
Comptroller
Chief, Logistics Office
Chief, Medical Staff
Chief, Management Staff
Chief, Project Administrative Planning Staff

SUBJECT : Preparation for Presentations to the General Mark Clark Task Force.

1. Confirming our discussion of yesterday I would appreciate it if you would set up "dry run" presentations in preparation for briefings before the General Mark Clark Task Force in accordance with the following schedule:

Friday	3 December	11:00 a.m.-12:00 Noon	Auditor-in-Chief
Monday	6 December	3:00 p.m.- 5:00 p.m.	Security
Tuesday	7 December	10:00 a.m.-12:00 Noon	Logistics
		3:00 p.m.- 4:00 p.m.	Medical
Wednesday	8 December	2:00 p.m.- 3:00 p.m.	General Counsel
Thursday	9 December	2:00 p.m.- 4:00 p.m.	Comptroller
Friday	10 December	11:00 a.m.-12:00 Noon	Project Administrative Planning Staff
		2:30 p.m.- 3:30 p.m.	Management Staff

2. Will you please make the necessary arrangements and invite others to participate as you think appropriate.

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L. K. WHITE
Deputy Director
(Administration)

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